

# Retention and Classification Report

**Agency:** Weber County (Utah). County Assessor (1286)

Weber Center  
2380 Washington Blvd. #380  
Ogden, UT 84401

## **Records Officer**

10613	Appraisal cards
05102	School tax ledger

**AGENCY:** Weber County (Utah). County Assessor

**SERIES:** 10613

3

**TITLE:** Appraisal cards

**DATES:** 1985-

**ARRANGEMENT:** numerical by serial number

**DESCRIPTION:**

These records contain the complete information on the appraisal and assessment of real property. The folders contain the taxpayer's name, property address, serial number, legal description including acreage, improvements (size, quality of building, list of taxable features of improvement and photographs of improvements), assessed valuations for land and improvements, notes regarding Board of Equalization adjustments, and factoring worksheets.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule CNT 11, Item 1.

**AUTHORIZED:** //

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office until microfilmed and then transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office for 5 years and then destroy.

**APPRAISAL:**

Historical

This series has permanent historical value as documentation of the function of the county appraiser and of the built environment in the county.

**AGENCY:** Weber County (Utah). County Assessor

**SERIES:** 10613

**TITLE:** Appraisal cards

(continued)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Weber County (Utah). County Assessor

**SERIES:** 5102

3

**TITLE:** School tax ledger

**DATES:** 1896-

**ARRANGEMENT:** Alphanumerical

**DESCRIPTION:**

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

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